

**MEMORANDUM**  
**COUNTY OF PLACER**  
**ADMINISTRATIVE SERVICES DEPARTMENT**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager *BW*  
DATE: April 9, 2013  
SUBJECT: Electrical Parts and Supplies – Granite Electrical Supply

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**ACTION REQUESTED**

1. Approve the annual renewal of a Blanket Purchase Order (BPO) with Granite Electrical Supply of Auburn, CA, for the purchase of electrical parts and supplies in the maximum amount of \$75,000 funded in the Building Maintenance budget with no new net county cost, for the period of April 1, 2013 to March 31, 2014, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

On April 10, 2012, your Board approved the award of a BPO to Granite Electrical Supply as a result of competitive Bid No. 10152. This BPO is used by the Department of Facility Services for the purchase of electrical parts and supplies as needed to maintain and repair County buildings. The BPO expired on March 31, 2013. Facility Services submitted a request to renew the BPO for an additional year. Granite Electrical Supply agreed to renew the BPO at the exact same pricing, discounts, and terms. Section 15 of the General Terms and Conditions of the original bid solicitation allows the renewal of this agreement at the County's option.

**FISCAL IMPACT**

Upon your Board's approval, a BPO will be awarded to Granite Electrical Supply in the maximum amount of \$75,000 for Facility Services. The resulting BPO will be effective April 1, 2013 to March 31, 2014. Facility Services' Fiscal Impact Statement is attached.

Attachments: Facility Services' Fiscal Impact Statement

cc: Valerie Bayne, Administrative Services Manager

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Valerie Bayne, Administrative Services Manager  
DATE: April 9, 2013  
SUBJECT: **Fiscal Impact Statement**  
BPO for Electrical Parts and Service

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The Department of Facility Services is responsible for maintaining buildings throughout Placer County. The Building Maintenance division requires an electrical supplier for purchases on an as needed basis for repairs to County buildings.

The total for this request is \$75,000.00 and the Department has budgeted appropriately for these supplies in the Building Maintenance budget for FY12/13. There is no additional net County cost for this request.

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